

RESIDENTIAL PARKING PROGRAM GUIDELINES

QUALIFYING BLOCKS

In order for a residential parking program to be established a two prong test must be met per Section 5-89 of the City Code: 1) the street must be 70% occupied and 2) 25% of vehicles belong to individuals who do not live in the immediate area. In a survey conducted by Central Parking, the following blocks met the minimum occupancy criteria established by Section 5-89: 100 block of Ann street, 200 block of South Second Street, 200 block of Orange and the 0 and 100 blocks of Fourth Street.

IMPLEMENTATION DECISION

City Staff will send a "ballot" to each resident via mail. Note: Residents of the corner adjacent to the qualifying street will not be eligible to vote for implementation of the program. Residents will have two weeks to sign and return the ballot. The program may be implemented if 2/3 of the eligible residents respond in favor of the program. An eligible resident is defined as the person of record at such residence according to City of Wilmington water/sewer statement. If a ballot is sent to a property owner, their tenant may be their proxy for voting purposes. A signed letter from the property owner giving proxy must be sent to the City of Wilmington, Parking Agent as designated by the City Manager prior to the allowance of such a vote. Final decision on program implementation rests with City Council.

PERMITS

Residents of qualifying streets are entitled to purchase one residential parking permit per registered vehicle. Properties on the corner that are adjacent to the qualifying street will also be eligible to purchase permit(s).

REQUIREMENTS

Proof of residency and the payment of outstanding parking tickets must occur prior to issuance of permit. Residents must provide a copy of their vehicle registration and driver's license. If the address on the vehicle registration differs from the property address of a qualifying street they can provide a copy of their lease agreement, deed, or utility bill reflecting the address. Utility bill must be postmarked within 30 days of permit application.

TYPE OF PERMIT

The permit will be plastic hanger, which must be hung from the rear view mirror of the vehicle in a clearly visible manner. The permit will expire on January 31st each year.

MEDICAL PERMIT

Health care providers working at the residence are entitled to the purchase of a permit. Application must be accompanied by a certified doctor's note.

COST OF PERMIT

The first three permits will cost \$25 each. Each additional permit will cost \$50.

DURATION OF PERMIT

The re-issuance of permit will be annual. Permits will expire on January 31st of each year.

ISSUANCE OF PERMITS

Park Wilmington/Contractor will be responsible for the issuance of permits.

VISITOR PASSES

Each eligible residence may purchase one long-term visitor permit. A long-term visitor permit will cost \$25. Permits will expire on January 31st of each year. Each eligible resident may also purchase up to 10 visitor's passes per month at a cost of \$2 per pass. Each pass is valid for one 24-hour period. The permits will be hanging cards, which will have "punch out" dates indicating the valid time period of the pass. Bed & Breakfast's will be eligible to purchase visitor's passes.

ENFORCEMENT

LIMITED TIME PARKING

Park Wilmington/Contractor will be responsible for enforcement. The hours of enforcement will be 9:00 – 6:30 p.m., Monday through Saturday. Sundays will not be enforced. Dates identified by City Council for non-enforcement of the meters will be applicable in residential parking zones as well. (i.e. Azalea Festival and July 4th). Non-permit holder will be allowed to park a maximum time limit as indicated by signage in any area that requires a residential parking permit. Residents participating in the daytime residential program will automatically be included in the nighttime program. Individuals not wishing to participate in the daytime program may still opt to participate in the night program.

VIOLATIONS

Individuals who park in a designated residential permit area in excess of the maximum time limit as indicated by signage will be written a ticket. Tickets will be \$25.

FRAUDULENT USE

It should be unlawful for any person to display an unauthorized parking permit. Any person who violates the provisions of this subsection shall be subject to a penalty of one hundred dollars (\$100).

EXPANSION/REVOCAION OF PROGRAM

Opportunities to expand or revoke the residential parking program will be on a semiannual basis on May 1st and November 1st each year. Open enrollment will be available for three (3) months following the initial implementation of the program.

EXPANSION

To expand the program, residents from the "block" must present a petition signed by 2/3 of the residents of the block, to the City and ask that a survey be conducted to see if their block meets the minimum street occupancy criteria established by Section 5-89(b)(2) (One signature per legal residence).

If the minimum occupancy criteria are met, then City staff will send a "ballot" to each residence via mail. Note: Residents on the corner adjacent to the qualifying street will not be eligible to vote for implementation of the program. Residents will have two weeks to sign and return the ballot. The program may be implemented if 2/3 of the eligible residents vote in favor of the program. Final decision on program implementation rests with City Council.

REVOCAION

To revoke the program for a particular block, the "block" must present a petition signed by 2/3 of the residents of the block and ask that the City initiate a formal vote of the residents of the street in question. City staff will mail a "ballot" to each residence via mail. Note: Residents on the corner adjacent to the qualifying street will not be eligible to vote for implementation of the program. Residents will have two weeks to sign and return the ballot. The program may be revoked if 2/3 of the eligible residents vote in favor of the revocation. Final decision on program revocation rests with City Council.